



CHECK/PURCHASE ORDER PAYMENT FORM

Please print clearly. Mail this completed form along with payment to: 2016 Governor's Conference on Housing and Economic Development, P.O. Box 18550, Trenton NJ 08650-2085 / Attn: Cynthia Gonzalez.

First Name: _____ Initial: _____ Last Name: _____

Name as it should appear on your badge: _____

Organization/Company: _____

Title (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____ County: _____

Telephone: _____ Fax: _____ Email: _____

☐ Check if you will require a vegetarian meal ☐ Kosher Meal ☐ Gluten Free Meal

☐ Check if you will attend our Networking Reception on 9/19

Special Needs Notice: All public meeting rooms and facilities in Harrah's have assisted listening devices and are accessible to wheelchairs. If you have any special needs, please email Cynthia Gonzalez at njhousingconference@njhmfa.gov.

CONFERENCE FEES AND REGISTRATION INFORMATION

Save \$26.00 if registration and payment are postmarked by July 15, 2015. After that date, the Standard Registration rate of \$225.00 will apply. All registrations must be received by August 26, 2016. After that date, only on-site registration will be available. No exceptions.

☐ Early Bird Registration: \$199.00 Postmarked by 7/15/16 \$ _____

☐ Standard Registration: \$225.00 Postmarked between 7/16/16 and 8/26/16 \$ _____

In order to accommodate all of our attendees, please let us know if you will be attending the following:

☐ Mon. 9/19 Breakfast ☐ Mon. 9/19 Lunch ☐ Tues. 9/20 Breakfast ☐ Tues. 9/20 Brunch

METHOD OF PAYMENT (CHECK ONE):

☐ Check or M.O. #: _____
(Please make checks payable to "Governor's Housing Conference."
Returned checks will result in a \$35.00 returned check fee.)

☐ Purchase Order: P.O.# _____

IMPORTANT TERMS AND RESTRICTIONS

Conference fee includes all Sessions and Conference materials, Trade Show, two breakfasts, two lunches, dessert reception and Networking Reception. In the unlikely event of the cancellation of the Conference, HMFA's liability is limited to 100% refund of registration fees, and does not include penalty fees on travel tickets, deposits for hotel accommodations, or any other incurred expenses.

The attendee registration fee is fully refundable (less a \$25 administrative fee) if the HMFA receives written notification postmarked or emailed no later than August 26, 2016. No refunds will be given for cancellations emailed or postmarked after August 26, 2016. All refund requests should be sent to the attention of Cynthia Gonzalez at njhousingconference@njhmfa.gov.

No refunds will be given to registrants who fail to attend. No-shows who have registered but have not paid are still liable for fees and will be invoiced. If a registrant is unable to attend, please notify Cynthia Gonzalez immediately in order to transfer the attendee's registration information.